



# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

23

April 5, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

Caring for Your Coast

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**Gary Jones**  
Director

**Kerry Silverstrom**  
Chief Deputy

**John Kelly**  
Deputy Director

**Brock Ladewig**  
Deputy Director

April 05, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**AMOUNT INCREASE TO AS-NEEDED BIOLOGICAL CONSULTANT SERVICES  
MASTER AGREEMENT  
(SUPERVISORIAL DISTRICTS 3 AND 4)  
(3 VOTES)**

**SUBJECT**

This action is to request approval to increase the aggregate annual amount for the As-Needed Biological Consultant Services Master Agreement by \$50,000, for both the remainder of this first option year and, if exercised, the second option year, and an additional \$25,000 for the maximum total six month-to-month option period, if exercised, to fund the increased need for and cost of biological services to comply with regulatory permit requirements.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the proposed actions are not subject to the California Environmental Quality Act, as they do not meet the definition of a "Project" under Section 15378 of the California Environmental Quality Act guidelines.
2. Approve a \$50,000 increase in the aggregate amount of the As-Needed Biological Consultant Services Master Agreement for this first option year and, if exercised, the second option year, from \$100,000 to \$150,000, and \$25,000 for the maximum total six month-to-month optional extension period of the Master Agreement term, if exercised, increasing the maximum potential amount over the term of the Master Agreement from \$550,000 to \$675,000.
3. Delegate authority to the Director of Beaches and Harbors, or his designee, to increase the As-Needed Biological Consultant Services Master Agreement by up to 10%, \$15,000, this first option

year and, if exercised, the second option year, for any additional or unforeseen services within the scope of the agreement.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Due to various regulatory permit requirements, it is essential that the Department of Beaches and Harbors (Department) perform necessary biological surveys for all beach construction activities, including the building of sand berms, at beaches owned, controlled or managed by Los Angeles County. Additionally, in an effort to comply with the Departments tree management policies, frequent biological and arboricultural consultant services are required, as both are an essential part of the pruning activities in Marina del Rey and on County-operated beaches.

Both the need for, and the cost of, essential biological and arboricultural services have increased and are provided using the Department's As-Needed Biological Consultant Services Master Agreement (Master Agreement). The need for these services are seasonal and, at times, unanticipated. The requested increase to the annual aggregate amount of the Master Agreement will provide the professional technical resources needed to complete construction and maintenance work without any delays.

### **Implementation of Strategic Plan Goals**

Approval of this action will promote and further the Board approved Strategic Plan Goals of Operational Effectiveness/Fiscal Sustainability (Goal 1) and Community Support and Responsiveness (Goal 2), by providing as-needed professional technical services in a timely and efficient manner for the public's health and safety.

### **FISCAL IMPACT/FINANCING**

The annual compensation for the Master Agreement shall not exceed \$150,000, subject to the Director's authority to increase such maximum amount by 10% on an as needed basis. The total compensation for the term of the Master Agreement will be \$675,000. The Master Agreement does not guarantee any contractor any minimum amount of work, and costs will only be incurred as services are requested through Work Orders. Payment for work will be on an hourly basis and subject to the total maximum compensation specified in each individual Work Order.

### **Operating Budget Impact**

The budgeted amount in the Department's FY 2015-16 Final Adopted Budget is \$100,000. The additional \$50,000 for the current FY 2015-16 will be funded from the Department's Services and Supplies Operating Budget within budgetary resources. Ongoing Appropriation of \$50,000 will be requested in the Department's FY 2016-17 Final Changes Budget at no additional Net County Cost.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The approval of this action does not change any terms and conditions related to the subject Master Agreement.

All delegated authority, subsequent annual amounts and Master Agreement terms and conditions remain as previously approved by your Board.

## **ENVIRONMENTAL DOCUMENTATION**

The proposed actions are not subject to the California Environmental Quality Act (CEQA), as they do not meet the definition of a "Project" under Section 15378 of the CEQA Guidelines.

## **CONTRACTING PROCESS**

There are currently 11 contractors on this Master Agreement. As required, the Department will use the Master Agreement's selection procedures to select the contractor to provide requested biological consultant services.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There is no impact on current services or projects. Approval of this action will provide increased funding for the Department's essential biological services in Marina del Rey and on beaches owned, controlled or managed by Los Angeles County.

## **CONCLUSION**

Authorize the Executive Officer of the Board to send two copies of the adopted Board letter to the Department of Beaches and Harbors, Administrative Services Division, 13483 Fiji Way, Trailer #3, Marina del Rey, CA 90292. Should you have any questions, please contact Nicolette Taylor, Contracts and Grants Manager, at (310) 577-5736 or [ntaylor@bh.lacounty.gov](mailto:ntaylor@bh.lacounty.gov).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "G. Jones", with a stylized, looping initial "G".

GARY JONES

Director

GJ:MT:mt

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors